

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Minden, Louisiana

FINANCIAL STATEMENTS

June 30, 2012

Marsha O. Millican
A Professional Accounting Corporation
Shreveport, Louisiana

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Table of Contents

June 30, 2012

INDEPENDENT AUDITOR'S REPORT	1 - 2
MANAGEMENT'S DISCUSSION AND ANALYSIS	3 - 13
BASIC FINANCIAL STATEMENTS	
GOVERNMENT WIDE FINANCIAL STATEMENTS:	
Statement of Net Assets	14
Statement of Activities	15
FUND FINANCIAL STATEMENTS:	
Balance Sheet	16
Statement of Revenues, Expenditures and Changes In Fund Balances	17
Reconciliation of the Statement of Revenues Expenditures and Changes in Fund Balances of Governmental Funds to the State of Activities	18
NOTES TO FINANCIAL STATEMENTS	19-39
SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY GASB STATEMENT 34:	
Budgetary Comparison Schedule - General Fund	40
Budgetary Comparison Schedule - Title III B Supportive Services	41
Budgetary Comparison Schedule - Title III C-1 Congregate Meals	42
Budgetary Comparison Schedule - Title III C-2 Home Delivered Meals	43
SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY GOEA:	
Combining Statement of Program Revenues, Expenditures, and Changes in Fund Balances - Non-Major Special Revenue Funds	44
Comparative Schedule of General Fixed Assets and Changes in General Fixed Assets	45

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Table of Contents

June 30, 2012

REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <u>GOVERNMENT AUDITING STANDARDS</u>	46-47
SCHEDULE OF FINDINGS AND QUESTIONED COSTS	48
SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS	49



Marsha O. Millican

A PROFESSIONAL ACCOUNTING CORPORATION

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Webster Voluntary Council on Aging, Inc.
Minden, Louisiana

I have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Webster Voluntary Council on Aging, Inc., as of and for the year ended June 30, 2012 which collectively comprise the Council's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Webster Voluntary Council on Aging, Inc., management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Webster Voluntary Council on Aging, Inc. as of June 30, 2012, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis presented on pages 3 through 13 and budgetary comparison information on pages 40 through 43 are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. I have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, I did not audit the information and express no opinion on it.

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Council's basic financial statements as a whole. The supplementary financial information listed in the table of contents for pages 44 and 45 are presented for purposes of additional analysis as required by the Governor's Office of Elderly Affairs and is not a required part of the basic financial statements. This information has been subjected to the auditing procedures applied in the audit of the financial statements and in my opinion, is fairly stated in all material respects in relation to the financial statements taken as a whole.

In accordance with Government Auditing Standards, I have also issued a report dated November 14, 2012 on my consideration of Webster Voluntary Council on Aging, Inc.'s internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts, and grants agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of my audit.



Certified Public Accountant
November 14, 2012

MANAGEMENT'S DISCUSSION AND ANALYSIS

Webster Voluntary Council on Aging, Inc.

June 30, 2012

The following discussion and analysis of Webster Voluntary Council on Aging's (the Council) financial performance provides an overview and analysis of the Council's performance and activities for the year ended June 30, 2012. This document focuses on the current year's activities, resulting changes, and currently known facts. This document should be read in conjunction with basic financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- The Council showed an increase in overall net assets of \$25,431 this year.
- Net Capital Assets of the Council decreased by \$9,989 this year.
- The Council's revenue, on a modified accrual basis, increased by \$1,084 this year.
- Expenditures, on a modified accrual basis, decreased by \$30,780 this year.
- The unassigned fund balance for the Council's General Fund was \$331,952 at year-end, which is an increase of \$33,464 from the prior year.
- No deficit fund balances existed at year-end.

HOW TO USE THIS ANNUAL REPORT

The Council's annual financial report consists of five main parts:

- (1) Management's discussion and analysis (this section)
- (2) The basic financial statements (government-wide and fund)
- (3) Supplementary information required by GASB 34
- (4) Supplementary information required by GOEA
- (5) Auditor reports.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Webster Voluntary Council on Aging, Inc.

June 30, 2012

(Continued)

Government-wide financial statements are comprised of the Statement of Net Assets and the Statement of Activities. These financial statements provide information about the activities of the Council as a whole and present a long-term view of the Council's finances. In contrast, the fund financial statements, which consist of the Fund Balance Sheet and the Statement of Revenues, Expenditures, and Changes in Fund Balances, tell how services were financed in the short-term, as well as what remains for future spending for governmental funds. Fund financial statements also report the Council's operations in more detail than the government-wide financial statements by providing information about the Council's most significant funds.

The auditor has provided assurance in her independent auditor's report, located immediately before this Management's Discussion and Analysis (MD&A), that the Basic Financial Statements are fairly stated. The auditor has also provided assurance about Supplementary Financial Information required by GOEA that follows later in this reporting package. A user of this document should read the independent auditor's report carefully to ascertain the level of assurance being provided for each part of the financial section of the report.

BASIC FINANCIAL STATEMENTS

The basic financial statements consist of the government-wide financial statements and fund financial statements, which present different views about the Council, along with notes to the financial statements.

Government-Wide Financial Statements

Management's analysis of the Council as a whole begins on page 14. When reading these financial statements, an important point to consider is whether the Council's finances as a whole, are better or worse off as a result of this year's activities. The Statement of Net Assets and the Statement of Activities, referred to collectively as the government-wide financial statements, report information about the Council as a whole and about its activities in a way that helps when considering this point. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting method used by most private-sector companies. Also, under the accrual basis, all current year revenues and expenses are taken into account regardless of when cash is received or paid.

The government-wide financial statements report the Council's net assets and changes in them. The Council has restricted net assets of \$7,862 which must be used for specific purposes, whereas \$321,187 of net assets are unrestricted, meaning that they can be used for any program at management's discretion. The Statement of Net Assets is designed to present the financial position of the Council as of year-end. Over time, increases or decreases in the Council's net assets are one indicator of whether its financial position is improving or deteriorating. However, to assess the overall financial position of the Council, the reader must consider other non-financial factors, such as the condition of the Council's capital assets and facilities, the addition or termination of grants and other revenue sources, and the expansion or contraction of programs and services.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Webster Voluntary Council on Aging, Inc.

June 30, 2012

(Continued)

The Statement of Activities provides information that shows how the Council's net assets changed as a result of the year's activities. In this statement all changes in net assets are reported as soon as the underlying event giving rise to the change occurs regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will affect cash flows in future periods. All of the Council's significant activities are reported in the Statement of Activities, including an Administration function and a Health, Welfare, and Social Services function. The Health, Welfare and Social Services function is comprised of seven primary programs that include supportive social services, nutritional services, disease prevention and health promotion, family caregiver support, senior citizen activities, homemaker services and Medicare outreach and enrollment. Subprogram activities are also presented, in some cases, to help the reader analyze the Council's operations in more detail. All activities of the Council are considered to be governmental activities. A governmental activity is usually one where the Council uses money it receives from government grants and contracts, along with donations from the general public, to provide services at no charge to the general public, or a segment of the general public, such as the elderly. In other words, the people benefiting from the services are not required to pay for what they receive. If the Council charged fees with the intent to cover all or most of the cost of providing a service, that activity would be classified as a business-type activity. The Council does not have any business-type activities.

Fund Financial Statements

The fund financial statements provide detailed information about the most significant funds, not the Council as a whole entity. In the fund financial statements, there are column presentations for a General Fund, three Special Revenue Funds that have been determined to be "Major Funds," and a column for the total of all remaining Special Revenue Funds, which are deemed to be "Nonmajor Funds." Major funds are those funds whose revenues, expenditures, assets, or liabilities are at least 10% of corresponding totals for all governmental funds. In addition, a major fund could be a fund that does not meet these criteria but is believed to be important for the Council's financial statement users. This year management elected to include the Title III C-1 fund as a major fund. The General Fund is used to account for all financial resources except those that are required to be accounted for in another fund. The Special Revenue Funds account for the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service of capital projects. By using separate funds to track revenues and expenditures, management can control funds for particular purposes or show that the fund is meeting legal responsibilities for using certain grants and other revenues.

The General Fund and Special Revenue Funds are considered governmental funds. Governmental funds focus on how money flows into and out of funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called the *modified* accrual basis of accounting, which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the Council's general government operations and the basic services it provides. Governmental fund information helps the reader determine whether there are more or fewer financial resources that can be spent in the near future for Council

MANAGEMENT'S DISCUSSION AND ANALYSIS

Webster Voluntary Council on Aging, Inc.

June 30, 2012

(Continued)

programs. The difference between net assets of governmental activities and fund balances of the governmental funds is reconciled at the bottom of the Balance Sheet for Governmental Funds. In addition, the difference between the change in fund balance for the governmental funds and the change in net assets for the governmental activities has been reconciled on a separate page that follows the Statement of Revenues, Expenditures, and Changes in Fund Balances for the Governmental Funds. These two reconciliations will facilitate the comparison between governmental activities and funds.

Notes to the Financial Statements

The notes provide additional information that is essential to the full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements follow the fund financial statements and should be read before making assumptions or drawing conclusions about the Council's financial condition.

SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY GASB 34

The Governmental Accounting Standards Board (GASB) Statement 34 requires budgetary comparison schedules for the General Fund and for each major Special Revenue Fund that has a legally adopted annual budget. The schedules compare the original and final budgets to actual budget results for the Council's fiscal year. Positive and negative variances between the final budget and actual amounts are also presented.

Management's Discussion and Analysis is also required supplementary information (RSI) by GASB Statement 34. However, GASB 34 requires it to be presented as the first item in this reporting package and not with GASB's other RSI, which is included later in this reporting package.

OTHER SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY GOEA

The Governor's Office of Elderly Affairs (GOEA) has required the Council to present as schedules this information. This information will be used by GOEA to verify the accuracy of the information submitted by the Council during the year to help GOEA monitor certain compliance requirements set forth in the grants that it has with the Council.

AN ANALYSIS OF THE COUNCIL AS A WHOLE USING GOVERNMENT-WIDE FINANCIAL STATEMENTS

The following table reflects condensed information on the Council's assets, liabilities, and net assets for fiscal years 2012 and 2011.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Webster Voluntary Council on Aging, Inc.

June 30, 2012

(Continued)

	2012	2011	Increase (Decrease)
Current and Other Assets:			
Current Assets	\$ 341,942	\$ 315,415	\$ 26,527
Other Assets	-	-	-
Capital Assets, net of depreciation	166,553	176,542	(9,989)
Total Assets	508,495	491,957	508,495
Current and Other Liabilities	12,893	21,786	(8,893)
Total Liabilities	12,893	21,786	(8,893)
Net Assets:			-
Invested in Capital Assets	166,553	176,542	(9,989)
Restricted	7,862	6,331	1,531
Unrestricted	321,187	287,298	33,889
Total Net Assets	495,602	470,171	\$ 25,431

As of June 30, 2012, the Council "as a whole" had assets greater than its liabilities of \$495,602, whereas at June 30, 2011 net assets were \$470,171. This is an increase of \$25,431.

About 65% and 61% of the Council's total net assets are unrestricted as of June 30, 2012 and 2011, respectively. Unrestricted net assets are important because they provide the discretionary resources management will need so that it can quickly adapt to changes in the economy, emergencies, unexpected needs, and reductions in or termination of grant revenues by government agencies.

The Council's restricted net assets represent less than 1% of the Council's total net assets as of June 30, 2012 and 2011, respectively. Net assets are reported as restricted when the constraints placed upon the assets' use are either (a) externally imposed by a grantor, contributor, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

The net assets that have been invested in capital assets are presented net of any related outstanding debt incurred to acquire them. For 2012 and 2011, debt of \$0 has to be subtracted from the capital asset amount. The Council's policy is to acquire capital assets by paying cash and avoiding debt. This policy helps assure management will stay within its financial means so that future revenues will be spent for client services instead of debt service.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Webster Voluntary Council on Aging, Inc.

June 30, 2012

(Continued)

The table presented below illustrates a condensed presentation of the revenues and expenses:

	<u>2012</u>	<u>% of Total</u>	<u>2011</u>	<u>% of Total</u>
<u>Revenues</u>				
Program Revenues:				
Charges for Services	\$ -	0.00%	\$ -	0.00%
Operating Grants & Contributions	545,820	95.85%	535,498	94.21%
Capital Grants & Contributions	-	0.00%	-	0.00%
General Revenues				
Unrestricted Grants & Contributions	16,736	2.94%	22,644	3.98%
Other General Revenues	6,909	1.21%	10,239	1.80%
Total Revenues	<u>569,465</u>	<u>100.00%</u>	<u>568,381</u>	<u>100.00%</u>
<u>Direct Program Expenses for the Health Welfare and Social Services Function:</u>				
Supportive Services:				
Transportation for the Elderly	40,047	7.36%	45,698	8.04%
Other Supportive Services	82,496	15.16%	101,736	17.91%
Nutrition Services:				
Congregate Meals	96,275	17.70%	96,993	17.07%
Home-delivered Meals	105,977	19.48%	122,299	21.53%
Other Social Service Programs and Activities	23,851	4.38%	26,612	4.68%
Direct Administrative Expenses	<u>195,388</u>	<u>35.91%</u>	<u>174,762</u>	<u>30.76%</u>
Total Expenses	<u>544,034</u>	<u>100.00%</u>	<u>568,100</u>	<u>100.00%</u>
Increase (Decrease) in Net Assets	25,431		281	
Net Assets, Beginning of the year	470,171		469,890	
Net Assets, End of the Year	<u>\$ 495,602</u>		<u>\$ 470,171</u>	

As illustrated by the table above, the Council gets most of its revenues from operating grants and contributions that are specifically related to a program and must be used in the programs to which they relate. Unrestricted grants and contributions make up the second largest percentage of revenues and this revenue is available to management to use at its discretion.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Webster Voluntary Council on Aging, Inc.

June 30, 2012

(Continued)

The expenses in the table have been presented by primary programs, with some additional details about the subprograms. In presenting this information, only direct program expenses are shown. The administrative expenses include all administrative expenses of the Council before any allocations were made to the various programs. Percentages have been presented for the expenses associated with each program for ease of analysis and to illustrate where the Council has spent its money this year and last year. The expense allocations are a good indication of the demand for each type of service.

The Council had a \$25,431 increase in its net assets for YE 2012, whereas the increase in net assets for YE 2011 was \$281. There is a reconciliation that follows the Statement of Revenues, Expenditures, and Changes in Fund Balances that presents an analysis of why there are differences between that particular fund financial statement and the government-wide Statement of Activities for YE 2012.

AN ANALYSIS OF GOVERNMENTAL ACTIVITIES

When reviewing the government-wide Statement of Activities, there are relationships that are important to the understanding of the Council's operations. As you can see, the Council's largest activities are transportation and nutrition services. The Council's main focus is to meet the needs of the elderly citizens of Webster Parish and right now, these services are in the greatest demand. However, there is a growing demand for other supportive services. As these demands increase, management will adjust its annual budget to reallocate available resources to meet the demands.

Another area of interest on the Statement of Activities relates to the total governmental activities column wherein the Council shows that most of the governmental activities have more expenses than revenues. None of the programs are expected to be truly self-supporting; and management has prepared budgets accordingly. However, on occasion, a program might "break even" or even make a slight "profit." Traditionally, general revenues are used to cover the excess of expenses over revenues in these activities. Without the unrestricted grants and contributions, the Council would have a difficult time providing services at current levels. Further, the general nature of these revenues allows management discretion as to how to apply them in paying for the Council's current services as well as reallocating them to meet future demands.

Another indication of how money is used efficiently can be analyzed by comparing the amount of administrative costs from year to year as well as calculating the percentage administration expenses bears in relation to total expenses. For 2012, total administration expenses were \$195,388 or 36% of total expenses. For 2011, total administrative expenses were \$174,762 or 31% of total expenses. Administration expenses include indirect type costs, meaning these are costs that are not specifically identified with a particular program, but which benefit all programs.

MANAGEMENT'S DISCUSSION & ANALYSIS

Webster Voluntary Parish Council on Aging, Inc.

June 30, 2012

AN ANALYSIS OF THE COUNCIL'S FUNDS USING GOVERNMENTAL FUND FINANCIAL STATEMENTS

Fund Balances

The Council presents a combined governmental fund balance of \$339,384 (as shown on the Fund Financial Statement's Balance Sheet) at the end of this year, which is an increase of \$34,995 from 2011. When you look at the funds individually, you will see that the Council's General Fund increased by \$33,464 this year, while the Special Revenue Funds had a combined fund balance increase of \$1,531.

Revenues

The combined fund revenues increased by \$1,084 this year versus last year, as shown in the table below.

	<u>2012</u>	<u>2011</u>	<u>Amount</u>	<u>Percent</u>
Intergovernmental	\$ 491,787	\$ 489,139	\$ 2,648	0.54%
Public Support	70,769	69,003	1,766	2.56%
Other	6,909	10,239	(3,330)	-32.52%
Total Revenues	<u>\$ 569,465</u>	<u>\$ 568,381</u>	<u>\$ 1,084</u>	0.19%

Most of the Council's activities were funded by federal, state, and local grants, which comprise the Council's intergovernmental revenues. The total of these types of grants was \$491,787 (2012) and \$489,139 (2011) and represent about 86% and 86% of the total revenues of the Council in 2012 and 2011, respectively. Most of these grants are restricted, which means that the money can only be used in certain programs. The amount of funds available from most of the grants remains rather constant from year to year; however, some grant amounts may vary based upon the level of service provided by the Council under the terms of the particular grant award.

The Council also received donations from its clients and the general public. These revenues helped to lessen the financial burden on the Council and allow it to maintain and expand services. Public support revenues for 2012 were \$70,769 (\$69,003 for 2011) and represented about 12% and 12% of the total revenues for 2012 and 2011, respectively.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Webster Voluntary Council on Aging, Inc.

June 30, 2012

(Continued)

Expenditures

Total expenditures decreased by \$30,780 this year, as shown in the table that follows.

	2012	2011	Increase/(Decrease)	
			Amount	Percent
Personnel	\$ 251,953	\$ 269,233	\$ (17,280)	-6.42%
Fringe	21,549	23,126	(1,577)	-6.82%
Travel	19,557	24,218	(4,661)	-19.25%
Operating Services	65,209	68,558	(3,349)	-4.88%
Operating Supplies	23,379	16,026	7,353	45.88%
Other Costs	3,528	1,556	1,972	126.74%
Meals	142,424	145,247	(2,823)	-1.94%
Utility Assistance	4,457	6,197	(1,740)	-28.08%
Capital Outlay	2,414	11,089	(8,675)	-78.23%
Total	<u>\$ 534,470</u>	<u>\$ 565,250</u>	<u>\$ (30,780)</u>	<u>-5.45%</u>

AN ANALYSIS OF THE GENERAL FUND BUDGET

Over the course of the past fiscal year, the special revenue budgets were amended one time. The amendment effectively approves any expenditures that had already been incurred that exceeded its original budgeted amount. The primary reasons for amending the budget are to account for unanticipated changes in both revenues and expenditures and to prevent compliance violations under the Council's grants from GOEA.

A schedule of the original and amended budgets for the Special Revenue Funds can be found in the Supplementary Financial Information Required by GASB Statement 34 section of this report.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Webster Voluntary Council on Aging, Inc.

June 30, 2012

(Continued)

ANALYSIS OF CAPITAL ASSETS AND DEBT ADMINISTRATION

The Council did not purchase any fixed assets during the year.

Capital Assets, Net of Depreciation

	2012	2011	Increase/ Decrease
Building	\$ 16,044	\$ 16,519	\$ (475)
Vehicles	6,148	9,528	(3,380)
Furniture & Equipment	19,361	25,495	(6,134)
Land	125,000	125,000	-
	<u>\$ 166,553</u>	<u>\$ 176,542</u>	<u>\$ (9,989)</u>

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Council receives most of its funding from federal and state agencies. Because of this, the source of income for the Council is rather steady. However, some of the Council's grants and contracts are contingent upon the level of service provided by the Council; therefore, revenues may vary from year to year. All of the Council's grants and contracts from the usual federal and state agencies have been awarded for YE 2013; and there were no significant changes to the funding levels or terms of the grants or contracts. Accordingly, the initial budget has been set to provide the same programs and similar levels of service next year. OEA has approved the Council's budget for next year. There are no plans to add or discontinue any significant programs for next year.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Webster Voluntary Council on Aging, Inc.

June 30, 2012

(Continued)

CONTACTING THE COUNCIL'S MANAGEMENT

Our financial report is designed to provide government agencies and the general public an overview of the Council's finances and to demonstrate accountability for the money that it receives. If you have any questions about this report or wish to ask for more information, you should contact Mrs. Dathene Brown, Executive Director, at the Council's office located at 316 McIntyre, Minden Louisiana, or by phone at (318) 371-3056.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Government Wide Statement of Net Assets

June 30, 2012

	<u>Governmental Activities</u>
Assets	
Cash	\$ 7,208
Investments	321,718
Contracts receivable	2,000
Prepaid expenses	11,016
Capital assets, net of accumulated depreciation	<u>166,553</u>
Total assets	<u>\$ 508,495</u>
Liabilities	
Accounts payable	\$ 1,533
Due to funding agency	595
Accrued compensated absences	<u>10,765</u>
Total liabilities	<u>12,893</u>
Net assets	
Invested in Capital Assets, net of debt	166,553
Restricted for:	
Utility assistance	5,058
FEMA	2,804
Unrestricted	<u>321,187</u>
Total net Aassets	<u>495,602</u>
Total liabilities and net assets	<u><u>\$ 508,495</u></u>

The accompanying notes are an integral part of this statement.

WEBSTER VOLUNTARY
COUNCIL ON AGING, INC.

GOVERNMENT WIDE STATEMENT OF ACTIVITIES

For the Year ended June 30, 2012

Functions/Programs	Program Revenues			Capital Grants and Contributions		Net (Expenses) Revenues and Increases (Decreases) in Net Assets
	Direct Expenses	Indirect Expenses	Charges for Services	Operating Grants and Contributions	Governmental Activities	
Governmental Activities						
Health, Welfare & Social Services:						
Supporting Services:						
Homemaker	\$ 50,657	\$ 24,519	\$ -	73,124	-	\$ (2,052)
Information and Assistance	1,968	3,304	-	5,128	-	(144)
Outreach	2,331	1,393	-	3,622	-	(102)
Legal Assistance	2,551	-	-	2,551	-	-
Transportation	40,047	16,098	-	52,506	-	(3,639)
Other Services	24,989	11,695	-	35,682	-	(1,002)
Nutrition Services:						
Congregate Meals	96,275	39,229	-	132,599	-	(2,905)
Home Delivered Meals	105,977	55,779	-	171,608	-	9,852
Utility Assistance	3,457	-	-	5,988	-	2,531
Disease Prevention and Health Promotion	2,966	3,399	-	4,183	-	(2,182)
National Family Caregiver Support	17,428	11,979	-	30,836	-	1,429
Administration	195,388	(167,395)	-	27,993	-	-
Total Governmental activities	\$ 544,034	\$ -	\$ -	\$ 545,820	\$ -	1,786
General Revenues:						
Grants and contributions not restricted to specific programs						16,736
Miscellaneous						6,909
Total general revenues and special items						23,645
Increase (Decrease) in net assets						25,431
Net assets - beginning of the year						470,171
Net assets - end of the year						\$ 495,602

The accompanying notes are an integral part of this statement.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.
Balance Sheet
Governmental Funds
June 30, 2012

	General Fund	Title IIIB	Title C-1	Title C-2	Non-Major Funds	Total
Assets						
Cash	\$ 7,208	\$ -	\$ -	\$ -	\$ -	\$ 7,208
Investments	321,718	-	-	-	-	321,718
Contracts Receivable	-	-	-	-	2,000	2,000
Due from other funds	-	-	-	-	5,862	5,862
Prepaid expenses	11,016	-	-	-	-	11,016
Total Assets	\$ 339,942	\$ -	\$ -	\$ -	\$ 7,862	\$ 347,804

Liabilities and Fund Balances

Liabilities:						
Accounts payable	\$ 1,533	\$ -	\$ -	\$ -	\$ -	\$ 1,533
Due to funding agency	595	-	-	-	-	595
Deferred revenue	-	-	-	-	-	-
Due to other funds	5,862	-	-	-	-	5,862
Total Liabilities	7,990	-	-	-	-	7,990

Fund Balances:

Restricted for:						
Utility assistance	-	-	-	-	5,058	5,058
Nutrition assistance	-	-	-	-	-	-
FEMA	-	-	-	-	2,804	2,804
Nonspendable	11,016	-	-	-	-	11,016
Unassigned	320,936	-	-	-	-	320,936
Total Fund Balances	331,952	-	-	-	7,862	339,814

Total Liabilities and Fund

Balances	\$ 339,942	\$ -	\$ -	\$ -	\$ 7,862	\$ 347,804
----------	------------	------	------	------	----------	------------

Amounts reported for governmental activities in the statement of net assets are different because:

- Compensated absences and notes payable are not paid for out of current financial resources and therefore are not reported in the funds	(10,765)
- Capital assets used in governmental activities are not financial resources and are not reported in the fund	166,553

Net Assets of Governmental Activities

\$ 495,602

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Statement of Revenues, Expenditures and Changes in Fund Balance
Governmental Funds
For the Year Ended June 30, 2012

	General	Supportive Services	C-1	C-2	Non-Major Funds	Total
<u>REVENUES</u>						
Intergovernmental:						
Governor's Office of						
Elderly Affairs	\$ 120,089	\$ 94,253	\$ 73,359	\$ 105,888	\$ 68,963	\$ 462,552
Webster Parish						
Police Jury	29,235	-	-	-	-	29,235
Federal Emergency						
Food and Shelter	-	-	-	-	-	-
Public Support:						
Unrestricted	16,736	-	-	-	-	16,736
Restricted - Utility						
Programs	-	-	-	-	5,988	5,988
Client Contributions	-	8,860	18,938	14,496	5,751	48,045
Miscellaneous	6,909	-	-	-	-	6,909
Total Revenues	172,969	103,113	92,297	120,384	80,702	569,465
<u>EXPENDITURES</u>						
Health, Welfare & Social						
Services						
Current:						
Salaries	16,226	117,014	42,675	53,947	22,091	251,953
Fringe	1,304	10,059	3,610	4,609	1,967	21,549
Travel	541	7,355	689	8,878	2,094	19,557
Operating services	7,396	23,480	10,890	15,662	7,781	65,209
Operating supplies	3,665	11,820	1,105	1,771	5,018	23,379
Other costs	978	103	700	679	1,068	3,528
Meals	-	-	72,930	69,494	-	142,424
Utility assistance	-	-	-	-	4,457	4,457
Capital outlay	2,414	-	-	-	-	2,414
Total expenditures	32,524	169,831	132,599	155,040	44,476	534,470
Excess (deficiency) of						-
revenues over						-
expenditures	140,445	(66,718)	(40,302)	(34,656)	36,226	34,995
<u>OTHER FINANCING SOURCES (USES)</u>						
Operating transfers in	-	66,718	40,302	34,656	2,074	143,750
Operating transfers out	(106,981)	-	-	-	(36,769)	(143,750)
Excess (deficiency) of revenues and						-
other sources over expenditures						-
and other uses	33,464	-	-	-	1,531	34,995
<u>FUND BALANCES (DEFICIT)</u>						
Beginning of year (deficit)	298,488	-	-	-	6,331	304,819
End of year	\$ 331,952	\$ -	\$ -	\$ -	\$ 7,862	\$ 339,814

The accompanying notes are an integral part of this statement.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Reconciliation of the Statement of Revenues, Expenditures
and Changes in Fund Balances of Governmental
Funds to the Statement of Activities

Year Ended June 30, 2012

Net Increase (Decrease) in fund balances total governmental funds	\$ 34,995
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation (\$ 12,403) exceeded capital outlay (\$2,414) in the current period.	(9,989)
Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.	
Compensated Absences	<u>425</u>
Increase (Decrease) of net assets of governmental activities	<u>\$ 25,431</u>

The accompanying notes are an integral part of this statement.

NOTES TO THE FINANCIAL STATEMENTS

Webster Voluntary Council on Aging, Inc.

June 30, 2012

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting and reporting policies of Webster Council on Aging (the Council) conform the accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental and financial reporting principles. Governments are also required to follow pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989, (when applicable) that do not conflict with or contradict GASB pronouncements. The following is a summary certain significant accounting policies used by the Council:

a. Purpose of the Council on Aging

The purpose of the Council is to collect facts and statistics and make special studies of conditions pertaining to the employment, financial status, recreation, social adjustment, mental and physical health of other conditions affecting the welfare of the aging people Webster Parish; to keep abreast of the latest developments in these fields of activity throughout Louisiana and the United States; to interpret its findings to the citizens of the parish and state; to provide for the mutual exchange of ideas and information on the parish and state level; to conduct public meetings; to make recommendations for improvements and additional resources; to promote the welfare of aging people; to coordinate and monitor services with other local agencies serving the aging people of the parish; to assist and cooperate with the Governor's Office of Elderly Affairs (GOEA), and other departments of state and local government serving the elderly, and; to make recommendations relevant to the planning and delivery of services to the elderly of the parish.

The primary services provided by the Council to the elderly residents of Webster Parish include congregate and home-delivered meals, nutritional education, information and assistance, outreach, utility assistance, homemaker services, telephoning, personal care, wellness, medication management, family caregiver support, medical alert rentals, and transportation.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b. Reporting Entity

In 1964, the State of Louisiana passed Act 456 authorizing the charter of a voluntary council on aging for the welfare of the aging people in each parish of Louisiana. In the Louisiana Legislature created the Governor's Office of Elderly Affairs (GOEA) (La. R.S. 46:931) with the specific intention that GOEA administer and coordinate services and programs for the elderly population of Louisiana through sixty-four parish voluntary councils on aging.

Before a council on aging can begin operations in a specific parish, its application for a charter must receive approval from GOEA pursuant to Louisiana Revised Statute (La. R.S.) 46:1602. Each council on aging in Louisiana must comply with the state laws that apply to quasi-public agencies, as well as the policies and regulations established by GOEA.

Webster Parish Council on Aging (the Council) is a legally separate, non-profit, quasi-public corporation. The Council incorporated under the provisions of Title 12, Chapter of the Louisiana Revised Statutes on October 19, 1970.

A board of directors, consisting of 11 voluntary members, who serve three-year terms, governs the Council. The board of directors is comprised of, but not limited to, representatives of the Parish's elderly population, general public, private businesses, and elected public officials. Board members are elected in the following manner:

Membership in the Council is open at all times, without restriction, to all residents of Webster Parish who have reached the age of majority, and who express an interest in the Council and wish to contribute to or share in its programs. Membership fees are not charged.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b. Reporting Entity (Continued)

Based on the criteria set forth in GASB Statement 14, *The Financial Reporting Entity*, the Council is not a component unit of another primary government, nor does it have component units that are related to it. In addition, based on the criteria set forth in this statement, the Council has presented its financial statements as a special-purpose, stand-alone government; accordingly, it is applying the provisions of Statement 14 as if it a primary government.

c. Basis of Presentation of the Basic Financial Statements

The Council's basic financial statements consist of "government-wide" financial on all activities of the Council, which are designed to report the Council as a whole entity, and "fund" financial statements, the purpose of which are to report individual governmental funds and combined nonmajor funds.

Both the government-wide and fund financial statements categorize primary activities as either "governmental" or "business-type". The Council's functions and programs have been categorized as "governmental" activities. The Council does not have any business-type activities, fiduciary funds, or any component units that are fiduciary in nature. Accordingly, the government-wide financial statements do not include any of these activities or funds.

Government-Wide Financial Statements:

The government-wide financial statements include the Statement of Net Assets and the Statement of Activities for all activities of the Council. As a general rule, the effect of interfund activity has been eliminated from these statements. The government-wide presentation focuses primarily on the sustainability of the Council as an entity and the change in its net assets (financial position) resulting from the activities of the current year. Intergovernmental revenues primarily support governmental activities.

In the government-wide Statement of Net Assets, only one column of numbers has been presented for total governmental activities. The numbers are presented on a basis and represent only governmental type activities.

The Statement of Net Assets has been prepared on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Council's net assets are reported in three parts - invested in capital assets, net of related debt; restricted net assets; and unrestricted net assets.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Basis of Presentation of the Basic Financial Statements (Continued)

The government-wide Statement of Activities reports both the gross and net cost of each Council's functions and significant programs. Many functions and programs are general government revenues such as intergovernmental revenues and unrestricted support, particularly if the function or program has a net cost. The Statement of begins by presenting gross direct and indirect expenses that include depreciation and amortization, and then reduces the expenses by related program revenues, such as services, operating and capital grants, and restricted contributions, to derive the net cost each function or program. Program revenues must be directly associated with the program to be used to directly offset its cost. Operating grants include operating-discretionary (either operating or capital) grants, while the capital grants column reflects capital-specific grants.

Direct expenses reported in the Statement of Activities are those that are clearly a specific function or program, whereas, the Council allocates its indirect expenses various functions and programs in accordance with OMB Circular A-87, *Cost States, Local, and Indian Tribal Governments*. The Statement of Activities shows this allocation in a separate column labeled "indirect expenses."

In the Statement of Activities, charges for services represent program revenues obtained Council when it renders services provided by a specific function or program to people or entities. Unrestricted contributions, unrestricted grants, interest income, and revenues that are not included among program revenues are reported instead as general revenues in this statement. Special items, if any, are significant transactions within the management that are either unusual in nature or infrequent in occurrence and are reported below general revenues. The Council did not have any material special items this year.

Fund Financial Statements:

The fund financial statements present financial information very similar to that which included in the general-purpose financial statements issued by governmental entities GASB Statement No. 34 required the format change.

The daily accounts and operations of the Council continue to be organized using funds. accounting is designed to demonstrate legal compliance and to aid financial segregating transactions relating to certain governmental functions or activities. The of each fund are accounted for with a separate set of self-balancing accounts that assets, liabilities, equity, revenues, and expenditures. Government resources are and accounted for in individual funds based upon the purpose for which they are to be and the means by which spending activities are controlled.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Basis of Presentation of the Basic Financial Statements (Continued)

The Council uses governmental fund types. The focus of the governmental funds' measurement (in the fund statements) is on determination of the financial position and changes in financial position (sources, uses, and balances of financial resources) rather than on net income. An additional emphasis is placed on major funds within the governmental fund types. A fund is considered major if it is the primary operating fund of the Council or if its total assets, liabilities, revenues or expenditures are at least 10% of the corresponding total for all funds in that category or type. In addition, management may also choose to report any other governmental fund as a major fund if it believes the fund is particularly important to financial statement users. The nonmajor funds are summarized by category or fund type into a single column in the fund financial

Governmental fund equity is called the fund balance. Fund balance is further classified in a hierarchy that shows, from the highest to the lowest, the level or form of constraints on a fund balance and accordingly, the extent to which the Council is bound to honor them: nonspendable, restricted, committed, assigned and unassigned.

The following is a description of the governmental funds of the Council:

The General Fund is the primary operating fund of the Council and is used to account for all the financial resources except those required to be accounted for in another fund. The following is a brief description of the programs or funding sources that comprise Council's General Fund:

Local Programs and Funding

The Council receives revenues that are not required to be accounted for in a specific program or fund. Accordingly, these revenues have been recorded in the local program of the General Fund. These funds are mostly unrestricted, which means they may be at management's discretion. Expenditures to acquire fixed assets and expenditures for costs not allowed by another program due to budget limitations or the nature of the expenditures, are charged to the local program. Because of their unrestricted nature, local funds are often transferred to other programs to eliminate deficits in cases where expenditures of the other programs exceeded their revenues. In addition, capital outlay expenditures are usually made with local funds to minimize restrictions on the use and disposition of fixed assets.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Basis of Presentation of the Basic Financial Statements (Continued)

PCOA Funding

PCOA funds are appropriated annually for the Council by the Louisiana Legislature and remitted to the Council via the Governor's Office of Elderly Affairs (GOEA). The Council's management may use these "Act 735" funds at its discretion to fund any of its programs provided the program is benefiting elderly people (those who are at least 60 years old). In FY 2012, the Council received this grant money into its General Fund and management transferred all \$37,500 of the PCOA funds to the Title III B Supportive Services Fund, C-1, and C-2 to help pay for those fund's program expenditures.

Senior Center and Supplemental Senior Center Funding

Senior Center and Supplemental Senior Center grant funds are also appropriated annually for the Council and remitted to the Council via GOEA. These grant funds can be used at management's discretion to pay for costs of any program involving elderly who are at least 60 years old. To obtain supportive services and participate in activities which foster their independence, enhance their dignity, and encourage their involvement in and with the community, the elderly person will come to a "senior center." During year, management transferred all \$51,867 of its Senior Center and Supplemental Senior Center (\$2,729) grant funds to the Title III B Fund to subsidize that program's cost of providing supportive social services to elderly persons who used the senior centers.

Audit Funding

Each year GOEA provides funds to subsidize the cost of the Council's annual audit. The audit funds (\$1,769 for FY 2012) were received and accounted for in a Special Revenue Fund and used to help pay for the cost of the audit.

Transportation Program Services

The Council provides various transportation services to the residents of Webster Parish who are at least 60 years old, which are accounted for in the "Elderly Transportation" program of the Title III B Fund.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Basis of Presentation of the Basic Financial Statements (Continued)

NonMajor Governmental Funds:

Title III B Fund

The Title III B Fund is used to account for funds used to provide various types of supportive social services to the elderly. GOEA has established the criteria for a qualifying unit of service for each Title III program. Specific supportive services, along with the number of units provided during the fiscal year, are as follows:

<u>Type of Service Provided</u>	<u>Units</u>
Information and Assistance	308
Outreach	134
Homemaker	3,915
Legal	47
Transportation for persons age 60 or older	2,040

There were two main sources of revenues received this year that form the basis of this fund: Special Programs for the Aging - Title III, Part B - Grants for Supportive Services (\$94,253) and restricted, voluntary contributions from those persons who received supportive services (\$8,860).

Title III C-1 Fund

The Title III C-1 Fund accounts for funds used to provide nutritional congregate meals persons age 60 or older in strategically located centers throughout Webster Parish. During the year, the Council provided 23,375 meals to persons eligible to participate in this program. There were two main sources of revenues received this year that form the basis of this fund: Special Programs for the Aging - Title III, Part C-1 - Nutrition Services grant funds (\$73,359) and restricted, voluntary contributions from those who received congregate meals (\$18,938).

Title III C-2 Fund

The Title III C-2 Fund accounts for funds that are used to provide nutritional meals to homebound persons who are age 60 or older. During the year the Council provided 22,434 home-delivered meals.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Basis of Presentation of the Basic Financial Statements (Continued)

There were three main sources of revenue received this year that form the basis of this fund: Special Programs for the Aging - Title III, Part C-2 - Nutrition Services grant (\$105,888) NSIP funds (\$17,875); and restricted voluntary contributions from the (\$14,496), including those persons actually receiving home-delivered meal services.

Title III D Fund

The Title III D Fund is used to account for funds used for disease prevention and health promotion (wellness) activities. During the year the Council provided 4,159 units of service of medication management to eligible participants. The main source of the revenue forming the basis for this fund is a grant the Council received from GOEA via

Special Programs for the Aging - Title III, Part D - Disease Prevention and Health Promotion Services.

Title III E Fund

The Title III E Fund is used to account for funds that are used to provide support for family caregivers and for grandparents or older individuals who are relative. During the year, the Council provided 1,569 units of respite under this program. The source of the revenue forming the basis for this fund is a grant the Council received from GOEA for the Title III, Part E - National Family Caregivers Support Program.

Utility Assistance Fund

This fund is used to account for the administration of the utility assistance programs that are sponsored by local utility companies. The companies collect contributions from service customers and remit the funds to the parish councils on aging throughout the year to provide assistance to the elderly for the payment of utility bills. The Council provided 20 units of service under this program.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Basis of Presentation of the Basic Financial Statements (Continued)

EFSP Fund

The EFSP Fund is used to account for the administration of the Emergency Food and Shelter National Board Program (EFSP), the purpose of which is to supplement food shelter assistance to individuals. Funds are provided by the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) to the United Way of America, which in turn "passes through" the funds to the Council. The Council did not receive EFSP Funds in FY 2012.

d. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

• **Government-Wide Financial Statements - Accrual Basis**

The government-wide financial statements are prepared using the economic measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of timing of related cash flows.

• **Fund Financial Statements - Modified Accrual Basis**

Governmental fund level financial statements are reported using a current financial resources measurement focus and the modified accrual basis of accounting. A current financial resources measurement focus means that only current assets and current liabilities are generally included on the fund balance sheet. The operating statements of the funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. "Measurable" means the amount of transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Council considers revenues to be "available" if they are collected sixty days of the current fiscal year end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred, if measurable, except for the following: (1) unmatured principal and interest on long-term debt, if any, are recorded when due, and (2) claims, judgments, and compensated absences are recorded as expenditures when paid with expendable

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

d. Measurement Focus and Basis of Accounting (Continued)

available financial resources. Depreciation and amortization are costs that are not recognized in the governmental funds.

e. Interfund Activity

In the fund financial statement, interfund activity is reported as either loans or transfers. Loans between funds are reported as interfund receivables (due from) and payables (due to) as appropriate. Transfers represent a permanent reallocation of resources between funds. In other words, they are not expected to be repaid.

in the government-wide financial statements, all types of interfund transactions are eliminated when presenting the governmental activity information.

f. Cash

Cash includes not only currency on hand, but demand deposits with banks or other financial institutions.

For the purpose of the Statement of Net Assets, restricted cash are amounts received or earned by the Council with an explicit understanding between the Council and the resource provider that the resource would be used for a specific purpose. At year end, there was no restricted cash.

g. Receivables

The financial statements for the Council do not contain an allowance for uncollectible receivables because management believes all amounts will be collected. However, if management becomes aware of information that would change its assessment about the collectability of any receivable, management would write off the receivable as a bad at that time.

h. Investments

GASB Statement 31 requires the Council to report its investments at fair value in the balance sheet, except for investments in non-participating interest-earning contracts, as non-negotiable certificates of deposit with redemption terms that do not consider market rates. This type of investment is reported using a cost-based measure, provided the fair market value of the contract is not significantly affected by the impairment of credit standing of the issuer or other factors. The Council did not own any investments of this type at year end.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

h. Investments (Continued)

Investments, which include securities traded on a national or international exchange, are valued based on their last reported sales price. Investments that do not have an established market value are reported at estimated fair value.

i. Prepaid Expenses/Expenditures

Prepaid expenses include amounts paid in advance for goods and services. Prepaid expense are shown as either current or other assets on the government-wide Statement Net Assets, depending on when management expects to realize their benefits.

In the fund financial statements, management has elected not to include amounts paid future goods and services as expenditures until those services are consumed. This method of accounting for prepaid expenditures helps assure management that costs incurred will be reported in accordance with the Council's cost reimbursement grants. These types of grants do not permit the Council to obtain reimbursement for qualified expenditures until the goods and services relating to them are consumed. As a result, prepaid expenditures are shown as an asset on the balance sheet of the fund financial statements until they are consumed. In addition, a corresponding amount of the fund balance of the General Fund has been classified as nonspendable to reflect the amount of fund balance not currently available for expenditure.

For purposes of presenting prepaid expenses in the government-wide statements, the Council will follow the same policy it uses to record prepaid expenditures in the fund financial statements with one exception. Disbursements made as "matching" payments acquire vehicles that will be titled to another government are recorded as prepaid expense and amortized in the Statement of Net Assets to better present the economies of this type of transaction and to keep from distorting the Council's transportation expenses in the Statement of Activities. In contrast, 100% of the "matching" payments are in the fund financial statements as intergovernmental expenditures when the vehicles are received.

j. Capital Assets

The accounting and reporting treatment used for property, vehicles, and equipment (capital assets) depends on whether the capital assets are reported in the government-wide financial statements or the fund financial statements.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

j. Capital Assets (Continued)

Government-Wide Financial Statements

Capital assets are long-lived assets purchased or acquired with an original cost of at least \$1,000 and have an estimated useful life of greater than one year. When purchased or acquired, these assets are recorded as capital assets in the government-wide Statement of Net Assets. If the asset was purchased, it is recorded in the books at its cost. If the asset was donated, then it is recorded at its estimated fair market value at the date of donation. Capital assets will also include major repairs to equipment and vehicles that significantly extend the asset's useful life. Routine repairs and maintenance are as incurred.

For capital assets recorded in the government-wide financial statements, depreciation is computed and recorded using the straight-line method for the assets estimated useful life. The Council follows a guideline issued by the State of Louisiana's Office of Statewide Reporting and Accounting to establish the useful lives of the various types of capital assets that are depreciated and the method used to calculate annual depreciation.

Using this guideline, the estimated useful lives of the various classes of depreciable assets are as follows:

Office equipment - other than computers	6 years
Vehicles	5 years
Computer equipment	5 years
Leasehold improvements	20 years
Nutrition equipment	10 years

When calculating depreciation, the State's guideline assumes that capital assets will not have any salvage value and that a full year's worth of depreciation will be taken in the year the capital assets are placed in service or disposed.

k. Non-Current (Long-Term) Liabilities

The accounting treatment of non-current liabilities depends on whether they are reported in the government-wide or fund financial statements. In the government-wide financial statements, all non-current liabilities that will be repaid from governmental resources reported as liabilities. In the fund financial statements, non-current liabilities for governmental funds are not reported as liabilities or presented elsewhere in these statements.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

l. Unpaid Compensated Absences

The Council's policy for vacation time permits employees to accumulate earned but unused vacation leave. Accordingly, a liability for unpaid vacation leave has been recorded in the Government-Wide Statements.

m. Advances from Funding Agency

Advances from funding agency represent unexpected balances of grants awarded to the Council that are required to be returned to the funding agency at the end of the grant period. Grant funds due back to the funding agency are recorded as a liability when the amount due becomes known, normally when a final accounting is submitted to the funding agency. The Council did not have any advances from funding agencies at year end.

n. Deferred Revenue

The Council reports deferred revenues on both the Statement of Net Assets (government-wide) and the Balance Sheet (fund financial statements). Deferred revenues arise when the Council receives resources before it has a legal claim to them, as when grant monies are received before the occurrence of qualifying expenditures. In subsequent periods, when the Council has a legal claim to the resources, the liability for deferred revenue is removed from the Statement of Net Assets and the Fund Balance Sheet, whichever the case might be; and the revenue is recognized.

o. Net Assets in the Government-Wide Financial Statements

In the government-wide Statement of Net Assets, the net asset amount is classified and displayed in three different components:

- Invested in capital assets - This component consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those capital assets. At year end the Council did not have any borrowings that were related to capital assets.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

o. Net Assets in the Government-Wide Financial Statements (Continued)

- Restricted net assets - This component consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional or enabling legislation.
- Unrestricted net assets - This component consists of all other net assets that do not meet the definition of "restricted" or "invested in capital" assets.

When both restricted and unrestricted resources are available for use, it is the Council's policy to use restricted resources first to finance its activities.

p. Fund Equity - Fund Financial Statements

Governmental fund equity is classified as fund balance. Beginning with FY 2010, the Council's management implemented GASB Statement 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This Statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- Nonspendable: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. Management has classified prepaid expenditures as being nonspendable as this item is not expected to be converted to cash.
- Restricted: This classification includes amounts for which constraints have been placed on the use of resources that are either:
 - Externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments, or
 - Imposed by law through constitutional provisions or enabling legislation.

Management has classified fund balance for utility assistance as being restricted due to constraints on the use of the money.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

p. Fund Equity - Fund Financial Statements (Continued)

- Committed: This classification includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action (resolution) of the Council's board of directors, which is the Council's highest level of decision-authority. These amounts cannot be used for any other purpose unless the board of directors removes or changes the specified use by taking the same type of action was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The Council did not have any committed resources as of year end.
- Assigned: This classification includes amounts that are constrained by the intent to be used for a specific purpose but are neither restricted nor committed. This intent should be expressed by the Council's (1) board of directors, (2) its finance committee, or (3) an official, such as the executive director, to which the board of directors has delegated the authority to assign amounts to be used for a specific purpose. The Council has no assigned fund balance at year end.
- Unassigned: This classification is the residual fund balance for the General Fund, also represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

When fund balance resources are available for a specific purpose in multiple classifications, the Council will generally use the most restrictive funds first in the following order: restricted, committed, assigned, and unassigned as they are needed. However, the Council's management reserves the right to selectively spend unassigned resources first and to defer the use of other classified funds.

q. Management's Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

Note 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

r. Allocation of Indirect Expenses

The Council reports all direct expenses by function and programs of functions in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function or program. Indirect expenses are recorded as direct costs of the Administration function. The net cost of the Administration function is allocated using formula based primarily on the relationship the direct cost a program bears to the direct cost of all programs. There are some programs that cannot absorb any indirect expense allocation according to their grant or contract restrictions.

s. Elimination and Reclassifications

In the process of aggregating data for the Statement of Net Assets and the Statement of Activities, some amounts reported as interfund activity and balances in the funds were eliminated or reclassified. Interfund receivables and payables were eliminated to minimize the "grossing up" effect on assets and liabilities within the governmental activities column.

t. New Accounting Pronouncement

Management has adopted the provisions of Governmental Accounting Standards Board Statement 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The main financial statement effects relating to this accounting standard are with how components of the Council's fund balances will be presented on the fund balance sheet and on the presentation of special revenue funds on the statement of revenues, expenditures and changes in fund balances. The number of special revenue funds will less than in previous years because of the new definition of what constitutes a special revenue fund.

Note 2 - REVENUE RECOGNITION

Revenues are recorded in the government-wide financial statements when they are earned using the accrual basis of accounting.

Revenues are recorded in the fund financial statements using the modified accrual basis of accounting. In applying the susceptible to accrual concept using this basis of accounting intergovernmental grant revenues, program service fees, and interest income must be both measurable and available. However, the timing and amounts of the receipts of public and miscellaneous revenues are often difficult to measure; therefore, they are recorded as revenue in the period received.

Note 3 - CASH

The Council maintains a consolidated operating bank account at a bank, which is available use by all funds to deposit revenues and pay expenses. The purpose of this consolidated account is to reduce administration costs and facilitate cash management. The consolidated account also allows those funds with available cash resources to temporarily cover any negative cash balances in other funds.

At year end, the carrying amount of the Council's cash balances was \$328,926 whereas, the bank balances totaled \$357,871. The difference in the book and bank balances for cash balances relates primarily to outstanding deposits and checks at year end. Bank balances of \$250,000 were collateralized by FDIC insurance and bank balances of \$107,871 were collateralized by securities held in the Council's name.

Note 4 - IN-KIND CONTRIBUTIONS

The Council received a variety of in-kind contributions during the year; but it does not record the fair value of them in its government-wide and fund financial statements, except for the donation of capital assets. In the case of a donation of a capital asset, accounting principles for governmental entities require the fair value of a donated capital asset be recorded in the Statement of Activities at the time of acquisition. However, these same principles do not permit the recording of the fair value of capital assets (or other in-kind contributions) in the fund financial statements because of the measurement focus of such statements.

Note 5 - CHANGES IN CAPITAL ASSETS AND ACCUMULATED DEPRECIATION

A summary of changes in capital assets and accumulated depreciation is as follows:

Capital Assets	Balance 7/1/2011	Increase	Decrease	Balance 6/30/2012
Buildings	\$ 20,000	\$ -	\$ -	\$ 20,000
Land	125,000	-	-	125,000
Vehicles	56,786			56,786
Furniture & Equipment	62,413	2,414	-	64,827
Subtotal	<u>264,199</u>	<u>2,414</u>	<u>-</u>	<u>266,613</u>
Accumulated Depreciation:				
Building	3,481	475	-	3,956
Vehicles	47,258	3,380		50,638
Furniture & Equipment	36,918	8,548	-	45,466
Subtotal	<u>87,657</u>	<u>12,403</u>	<u>-</u>	<u>100,060</u>
Net Assets	<u>\$ 176,542</u>	<u>\$ (9,989)</u>	<u>\$ -</u>	<u>\$ 166,553</u>

Depreciation was charged to governmental activities as follows:

Administration - \$9,023; C-2 - \$3,380.

Note 6 - BOARD OF DIRECTORS' COMPENSATION

The Board of Directors is a voluntary board; therefore, no compensation has been paid any member. However, board members are reimbursed for any out-of-pocket costs they might incur on behalf of the Council in accordance with the Council's applicable reimbursement policy.

Note 7 - INCOME TAX STATUS

The Council, a non-profit corporation, is exempt from federal income taxes under 501 (c) (3) of the Internal Revenue Code of 1986, and as an organization that is not a private foundation as defined in Section 509 (a) of the Code. The Council is also from Louisiana income tax.

Note 8 - RISK MANAGEMENT

The Council is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job related illnesses or injuries to employees; and natural disasters. The Council has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. There have been no significant reductions in coverage from the prior year. No settlements were made during the current or prior three fiscal years that exceeded the Council's insurance coverage.

The Council's management has not purchased commercial insurance or made provision to cover or reduce the risk of loss, as a result of business interruption and certain acts of God.

Note 9 - JUDGMENTS, CLAIMS AND SIMILAR CONTINGENCIES

As of the end of this fiscal year, the Council's management has no knowledge of any pending litigation, lawsuits or claims against the Council, except as described in the next paragraph. Furthermore, the Council's management believes that any unexpected lawsuits or claims that might be filed against the Council would be adequately covered by insurance or resolved without any material impact upon the Council's financial statements.

Note 10 - CONTINGENCIES - GRANT PROGRAMS

The Council participates in a number of state and federal grant programs, which are governed by various rules and regulations. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the Council has not complied with the rules and regulations governing the grants, refunds of any money and the collectability of any related receivable at year end may be impaired. In management's opinion, there are no significant contingent liabilities relating to compliance with the rules regulations governing state and federal grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies. Audits of prior years have not resulted in any disallowed costs or refunds. Any costs that would be disallowed would be recognized in the period agreed upon by the grantor agency and the Council.

Note 11 - INTERFUND RECEIVABLES AND PAYABLES

Because the Council operates most of its programs under cost reimbursement type grants, it has to pay for costs using its General Fund money and then request reimbursement for the advanced costs under the grant programs. Such advances create short-term interfund loans in the Fund Financial Statements. A summary of those interfund loans at year end is as follows:

	Due from Other Funds	Due to Other Funds
General Fund	\$ -	\$ 5,862
Special Revenue	5,862	-
Total	<u>\$ 5,862</u>	<u>\$ 5,862</u>

These loans have been eliminated as a part of the consolidation process in preparing the Government-Wide Financial Statements.

Note 12 - INTERFUND TRANSFERS

Interfund transfers are listed by fund for the fiscal year as follows:

Transfer To	Fund Transferred From					Total
	Local	PCOA	NSIP	Supplemental Senior Ctr	Senior Center	
General Fund	\$ -					\$ -
Total General	-	-	-	-	-	-
Case Management	-	-	-	-	-	-
Special Revenue Funds:						
MIPPA	-	-	-	-	-	-
AAA	-	-	-	-	-	-
III-B	-	12,122	-	2,729	51,867	66,718
C-1	-	22,427	17,875	-	-	40,302
C-2	15,030	366	18,894	-	-	34,656
III-D	-	-	-	-	-	-
III-E	2,074	-	-	-	-	2,074
Total Special Revenue	17,104	34,915	36,769	2,729	51,867	143,750
Total All	<u>\$ 17,104</u>	<u>\$ 34,915</u>	<u>\$ 36,769</u>	<u>\$ 2,729</u>	<u>\$ 51,867</u>	<u>\$ 143,750</u>

Note 14 - ECONOMIC DEPENDENCY

The Council receives the majority of its revenue from other governments in the form of intergovernmental revenues. Intergovernmental type revenues are appropriated each year by the federal, state, and local governments. If significant budget cuts are made at the federal, state and/or local level, the amount of funds the Council receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any actions that will adversely affect the amount of funds the Council will receive in the fiscal 2013 relating to its usual sources of intergovernmental revenues.

Note 15 - RELATED PARTY TRANSACTIONS

There were no related party transactions during the fiscal year.

Note 16 - SUBSEQUENT EVENTS

Management has evaluated subsequent events through November 14, 2012, which is the date the financial statements were available to be issued, and determined no additional disclosures are necessary.

WEBSTER COUNCIL ON AGING, INC.Budgetary Comparison Schedule
General Fund

For the Year Ended June 30, 2012

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES				
Intergovernmental:				
Governor's Office of Elderly Affairs	\$ 120,089	\$ 120,089	\$ 120,089	\$ -
Webster Parish Police Jury	25,000	25,000	29,235	4,235
Contributions	-	-	16,736	16,736
Miscellaneous	-	-	6,909	6,909
Total revenues	145,089	145,089	172,969	27,880
EXPENDITURES				
Current:				
Personnel	-	-	16,226	(16,226)
Fringe	-	-	1,304	(1,304)
Travel	-	-	541	(541)
Operating Services	-	-	7,396	(7,396)
Operating Supplies	-	-	3,665	(3,665)
Other Costs	-	-	978	(978)
Capital outlay	-	-	2,414	(2,414)
Total expenditures	-	-	32,524	(32,524)
Excess (deficiency) of revenues over expenditures	145,089	145,089	140,445	(4,644)
OTHER FINANCING SOURCES (USES)				
Transfers in			-	-
Transfers out	(145,089)	(145,089)	(106,981)	38,108
Total other financing sources (uses)	(145,089)	(145,089)	(106,981)	38,108
Net increase in fund balance	-	-	33,464	33,464
Fund Balances, Beginning	298,488	298,488	298,488	-
Fund Balances, Ending	\$ 298,488	\$ 298,488	\$ 331,952	\$ 33,464

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Budgetary Comparison Schedule - Supportive Services Fund

For the Year Ended June 30, 2012

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>	<u>GAAP Basis</u>	<u>Favorable (Unfavorable)</u>
REVENUES				
Intergovernmental				
Governor's Office of Elderly Affairs	\$ 94,848	\$ 94,848	\$ 94,253	\$ (595)
Public Support	14,000	7,000	8,860	1,860
Total Revenues	108,848	101,848	103,113	1,265
EXPENDITURES				
Current:				
Personnel	149,120	112,686	117,014	(4,328)
Fringe	11,937	10,059	10,059	-
Travel	8,885	9,596	7,355	2,241
Operating Services	28,561	23,944	23,480	464
Operating Supplies	13,489	15,763	11,820	3,943
Other Costs	103	87	103	(16)
Total Expenditures	212,095	172,135	169,831	2,304
Excess (deficiency) of revenues over expenditures	(103,247)	(70,287)	(66,718)	3,569
OTHER FINANCING SOURCES (USES)				
Transfers in	103,247	70,287	66,718	(3,569)
Transfers out	-	-	-	-
Total other financing sources and uses	103,247	70,287	66,718	(3,569)
Net increase (decrease) in fund balances	-	-	-	-
FUND BALANCES				
Beginning of year	-	-	-	-
End of year	\$ -	\$ -	\$ -	\$ -

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Budgetary Comparison Schedule - Title III C-1 Fund

For the Year Ended June 30, 2012

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>	<u>GAAP Basis</u>	<u>Favorable (Unfavorable)</u>
REVENUES				
Intergovernmental				
Governor's Office of Elderly Affairs	\$ 73,359	\$ 73,359	\$ 73,359	\$ -
Public Support	14,000	18,000	18,938	938
Total Revenues	87,359	91,359	92,297	938
EXPENDITURES				
Current:				
Personnel	48,372	58,557	42,675	15,882
Fringe	3,872	5,227	3,610	1,617
Travel	611	604	689	(85)
Operating Services	8,789	11,307	10,890	417
Operating Supplies	1,493	1,962	1,105	857
Meals	52,046	75,500	72,930	2,570
Other Costs	425	447	700	(253)
Total Expenditures	115,608	153,604	132,599	21,005
Excess (deficiency) of revenues over expenditures	(28,249)	(62,245)	(40,302)	21,943
OTHER FINANCING SOURCES (USES)				
Transfers in	28,249	62,245	40,302	(21,943)
Transfers out	-	-	-	-
Total other financing sources and uses	28,249	50,810	40,302	(21,943)
Net increase (decrease) in fund balances	-	-	-	-
FUND BALANCES				
Beginning of year	-	-	-	-
End of year	\$ -	\$ -	\$ -	\$ -

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Budgetary Comparison Schedule - Title III C-2 Fund

For the Year Ended June 30, 2012

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>	<u>GAAP Basis</u>	<u>Favorable (Unfavorable)</u>
REVENUES				
Intergovernmental				
Governor's Office of Elderly Affairs	\$ 105,888	\$ 105,888	\$ 105,888	\$ -
Public Support	17,000	15,000	14,496	(504)
Total Revenues	122,888	120,888	120,384	(504)
EXPENDITURES				
Current:				
Personnel	57,268	52,281	53,947	(1,666)
Fringe	4,584	4,667	4,609	58
Travel	11,167	10,101	8,878	1,223
Operating Services	11,911	10,881	15,662	(4,781)
Operating Supplies	1,785	1,623	1,771	(148)
Meals	85,800	70,000	69,494	506
Other Costs	452	445	679	(234)
Total Expenditures	172,967	149,998	155,040	(5,042)
Excess (deficiency) of revenues over expenditures	(50,079)	(29,110)	(34,656)	(5,546)
OTHER FINANCING SOURCES (USES)				
Transfers in	50,079	29,110	34,656	5,546
Transfers out	-	-	-	-
Total other financing sources and uses	50,079	50,810	34,656	5,546
Net increase (decrease) in fund balances	-	21,700	-	-
FUND BALANCES				
Beginning of year	-	-	-	-
End of year	\$ -	\$ 21,700	\$ -	\$ -

WEBSTER COUNCIL ON AGING, INC.

Combining Statement of Program Revenues, Expenditures
and Changes in Fund Balances
Non-Major Special Revenue Funds
For the Year Ended June 30, 2012

	<u>FEMA</u>	<u>MIPPA</u>	<u>Title IIID</u>	<u>Title IIIE</u>	<u>NSIP</u>	<u>Utility Assist</u>	<u>Totals</u>
<u>REVENUES</u>							
Intergovernmental:							
Governor's Office of Elderly Affairs	\$ -	\$ 5,000	\$ 4,183	\$ 23,011	\$ 36,769	\$ -	\$ 68,963
State of Louisiana							
FEMA	-	-	-	-	-	-	-
Public Support:							
Restricted - Utility Programs	-	-	-	-	-	5,988	5,988
Client Contributions	-	-	-	5,751	-	-	5,751
	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,751</u>	<u>-</u>	<u>-</u>	<u>5,751</u>
Total Revenues	<u>-</u>	<u>5,000</u>	<u>4,183</u>	<u>28,762</u>	<u>36,769</u>	<u>5,988</u>	<u>80,702</u>
<u>EXPENDITURES</u>							
Salaries	-	-	897	21,194	-	-	22,091
Fringe	-	-	75	1,892	-	-	1,967
Travel	-	-	-	2,094	-	-	2,094
Operating Services	-	2,100	2,424	3,257	-	-	7,781
Operating Supplies	-	2,900	1,806	312	-	-	5,018
Other Costs	-	-	1,055	13	-	-	1,068
Meals	-	-	-	-	-	-	-
Utility Assistance	1,000	-	-	-	-	3,457	4,457
Capital Outlay	-	-	-	-	-	-	-
	<u>1,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>1,000</u>	<u>5,000</u>	<u>6,257</u>	<u>28,762</u>	<u>-</u>	<u>3,457</u>	<u>44,476</u>
Excess (deficiency) of revenues over expenditures	(1,000)	-	(2,074)	-	36,769	2,531	36,226
<u>OTHER FINANCING SERVICES (USES)</u>							
Operating transfers in	-	-	2,074	-	-	-	2,074
Operating transfers out	-	-	-	-	(36,769)	-	(36,769)
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(36,769)</u>	<u>-</u>	<u>(36,769)</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	(1,000)	-	-	-	-	2,531	1,531
<u>FUND BALANCES</u>							
Beginning of year	3,804	-	-	-	-	2,527	6,331
	<u>3,804</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,527</u>	<u>6,331</u>
End of year	<u>\$ 2,804</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,058</u>	<u>\$ 7,862</u>

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Statement of General Fixed Assets
and Changes in General Fixed Assets
For the Year Ended June 30, 2012

	Balance June 30, 2011	Additions	Deletions	Balance June 30, 2012
General Fixed Assets, at cost:				
Automotive	\$ 56,786	\$ -	-	\$ 56,786
Furniture and equipment	37,924	2,414	-	40,338
Recreation equipment	5,495	-	-	5,495
Building	20,000	-	-	20,000
Land	125,000	-	-	125,000
Other equipment	18,994	-	-	18,994
Total	<u>\$ 264,199</u>	<u>\$ 2,414</u>	<u>\$ -</u>	<u>\$ 266,613</u>
Investment in General Fixed Assets:				
PCOA	\$ 6,708	\$ -	\$ -	\$ 6,708
DOTD	26,845	-	-	26,845
Local	230,646	2,414	-	233,060
Title III E Caregiver	-	-	-	-
Total	<u>\$ 264,199</u>	<u>\$ 2,414</u>	<u>\$ -</u>	<u>\$ 266,613</u>



Marsha O. Millican

A PROFESSIONAL ACCOUNTING CORPORATION

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors
Webster Voluntary Council on Aging, Inc.
Minden, Louisiana

I have audited the financial statements of Webster Voluntary Council on Aging, Inc. as of and for the year ended June 30, 2012, and have issued my report thereon dated November 14, 2012. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered Webster Voluntary Council on Aging, Inc.'s internal control over financial reporting as a basis for designing my auditing procedures for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, I do not express an opinion on the effectiveness of the Council's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Council's financial statements will not be prevented, or detected on a timely basis. I consider the deficiency described in the accompanying schedule of findings and questioned costs as Finding #2012-1 to be a material weakness.

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. I did not identify any deficiencies in internal control over financial reporting that I consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Webster Voluntary Council on Aging, Inc.'s financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

810 WILKINSON
SHREVEPORT, LA 71104-3036
(318) 221-3881
FAX: (318) 221-4641

This report is intended solely for the information and use of management and federal and state awarding agencies and is not intended to be and should not be used by anyone other than these specified parties. Although the intended use of this report may be limited, under Louisiana Revised Statutes, it is issued by the Legislative Auditor as a public document.

Manisha D. Millican

Certified Public Accountant

November 14, 2012

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Schedule of Findings and Questioned Costs

For the Year Ended June 30, 2012

1. The auditor's report expresses an unqualified opinion on the financial statements.
2. One significant deficiency, which is a material weakness, is reported.
3. No instances of noncompliance material to the financial statements were disclosed during the audit.

Finding # 2012 - 1

Condition:

The segregation of duties is inadequate to provide effective internal control. The Council relies on its auditor to assist in the preparation of external financial statements and related disclosures.

Criteria:

The bookkeeper performs related duties such as posting accounting records, preparing payroll and preparing bank reconciliations. Internal controls over the preparation of the annual financial statements, complete with notes in accordance with generally accepted accounting principles have not been established.

Cause:

The condition is due to space and economic limitations.

Recommendation: Whether or not it would be cost effective to correct a condition is not a factor in reporting requirements under accounting standards generally accepted in the United States of America. Because prudent management requires that the potential benefit from an internal control must exceed its cost, it may not be practical to correct all conditions reported under accounting standards generally accepted in the United States of America. In this case, both management and the independent auditor do not believe that correcting the condition described above is cost effective or practical, and, accordingly, do not believe that any corrective action is necessary.

Management's Response and Corrective Action Plan:

We agree with the finding. We will make every effort to segregate duties as allowed by space and economic limitations.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Summary Schedule of Prior Year Findings

For the Year Ended June 30, 2012

FINDING 2011-1: The Council did not file its financial statements with the Legislative Auditor within the time frame required by state law.

STATUS: Resolved.

FINDING 2011-2: The segregation of duties is inadequate to provide effective internal control.

STATUS: Unresolved.